Utility Window Installation Instructions

Vinyl Mounting Flange (Nailing Fin) Window

ROUGH OPENING PREPARATION

- Rough opening should be sized one-half inch (1/2") larger than the window size in width and height. Provide a minimum of one-quarter inch (1/4") clearance at the top (head) and one-eighth inch (1/8") clearance on each side (jamb) of the unit. Improperly sized rough openings will not allow the window to function as was intended.

WINDOW INSTALLATION

- Immediately set t he window centered in the rough opening and compress the sealant against the wall.

- Select and apply shims as necessary. The proper number and position of shims is important. Position shims where support is needed but do not over, or under, shim as either can cause distortion of the window frame. If shims are needed at the sill, use continuous support across the entire bottom (sill) of the window to prevent any warping, sagging or crowning.

- Fasten (tack) upper corner on the side (jamb), not the top (head), in place through the mounting flange (nailing fin) three inches (3") from the corner using an appropriate fastener that will penetrate the stud one inch (1"). DO NOT DRIVE THE FASTENER ALL THE WAY IN.

- Adjust the shims and check the window for level, plumb and true.

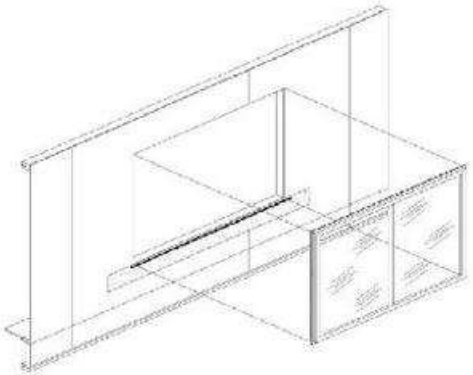
- Make sure the window is square, operates smoothly, the operable sash is square in its opening and the latches are able to engage.

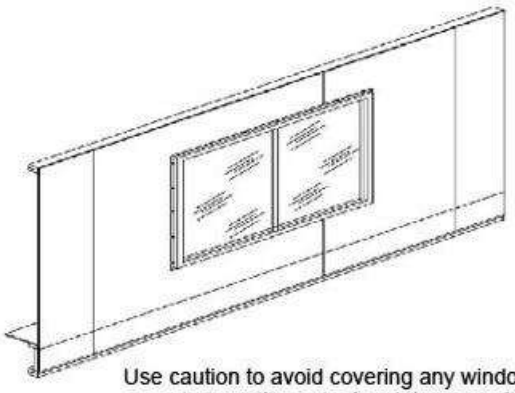
- Fasten (tack) the corner diagonally opposite the upper corner that was tacked first on the side (jamb), not the bottom (sill), in place through the mounting flange (nailing fin) three inches (3") from the corner using an appropriate fastener that will penetrate the stud one inch (1"). DO NOT DRIVE THE FASTENER ALL THE WAY IN.

WINDOW PREPARATION

- The operable sash of the window must remain closed and locked during the entire installation process.

- Apply a three-eights inch (3/8") nominal continuous bead of sealant to the interior perimeter of the mounting flange (nailing fin) in line with the pre-punched holes and along the seams of all joints at the corners. It is important to properly select and apply sealant.





Use caution to avoid covering any window weep holes with sealant, paint or any other obstructive material

CLEANING THE WINDOW

- Start cleaning the window by removing any visible residue. Clean and clear all excess building materials, such as plaster, cement, soil, paint and excess caulk/sealant, from the window to ensure proper functioning. A vacuum cleaner should be used to remove loose debris and drywall dust from the window track and interlock.

- Inspect and clean all weepholes to ensur e proper drainage of the window.

- A mild detergent cleaner can be used along with a soft sponge to gently scrub the surface of the